

Minutes of the Personnel Committee

Tuesday, February 21, 2012

Chair Paulson called the meeting to order at 1:00 p.m.

Present: Supervisors Duane Paulson (Chair), Dan Draeger, Gilbert Yerke, Jim Heinrich, and Steve Wimmer. Paul Decker arrived at 1:04 p.m. **Absent:** Pete Gundrum.

Also Present: Chief of Staff Mark Mader, County Board Supervisor Candidate Mike Hyland, Administration Director Norm Cummings, Labor Relations Manager Jim Richter, former AFSCME Council 40 Union Member Joyce Nichter, AFSCME Council 40 Lead Research Analyst Martha Merrill, Senior Human Resources Analyst Renee Gage, Deputy Register of Deeds Chris Crouch, Journal/Sentinel Reporter Laurel Walker, and Chief of Staff Shawn Lundie. Recorded by Mary Pedersen, County Board Office.

Public Comments

Merrill spoke on behalf of former AFSCME union members and in support of Ordinance 166-O-098. She also commented on changes to the sick leave policy, also on today's agenda. She noted the sick leave enhancement credit, a benefit for non-represented employees, does not apply to former union employees. Merrill said she supports uniformity in procedures and policies for all County employees and asked that the sick leave enhancement credit benefit be extended to all.

Nichter urged support of Ordinance 166-O-098.

Approve Minutes of 12-13-11

MOTION: Draeger moved, second by Wimmer to approve the minutes of December 13. Motion carried 5-0.

Decker arrived at 1:04 p.m.

Chair's Executive Committee Report of 2-20-12

Paulson said the Executive Committee approved various ordinances and appointments which were included in the last set of referrals. Also, Internal Audit Manager Lori Schubert reported on unannounced cash counts, the operations audit of the County Clerk's Office, and she reviewed the schedule of upcoming audits.

Schedule Next Meeting Dates

- March 20

Ordinance 166-O-097: Establish Salaries For Register Of Deeds, Treasurer And County Clerk For 2013-2016

Richter, Gage, and Cummings were present to discuss this ordinance which increases the annual salaries for the Register of Deeds, Treasurer, and County Clerk 1.5% each year for 2013 through 2016. The increases will total \$15,098 over the four-year period. This does not include required

annual contributions of about \$5,000 each for retirement, based on the 2012 contribution rate of 7.05%. Gage distributed copies of “2012 Salaries for Counties with Populations Greater than 150,000,” “Salary History 2007-2016,” and “Elected Officials Summary of Across-the-board Salary Increases 2007-2016.” Cummings highlighted the above documents. He opined that the salary increases are reasonable and necessary to attract qualified individuals to run for office.

MOTION: Heinrich moved, second by Yerke to approve Ordinance 166-O-097. Motion carried 6-0.

Ordinance 166-O-098: Approve 2012 Salary Modifications For Former AFSCME Master Bargaining Unit Employees

Richter discussed this ordinance which authorizes 2% across-the-board increases for the former AFSCME Master Bargaining Unit employees effective December 31, 2011. Effective January of 2012, these employees began contributing one-half of the required pension contribution, or 5.9%. The net fiscal impact of this ordinance is a 3.21% savings.

Heinrich asked what the most recent salary increases were for other employees. Richter said this ordinance parallels with what the County Board approved for other employees – 1.6% in 2011 and 2.0% in 2012. Cummings said they want to treat former union employees fairly with regards to pay and benefits but it is important that fiscal impacts be examined.

MOTION: Heinrich moved, second by Decker to approve Ordinance 166-O-098. Motion carried 6-0.

Ordinance 166-O-099: Approve 2011 And 2012 Salary Modifications For Correctional Officer And Telecommunicator Employees

Richter explained this ordinance which adjusts the wage rates for employees formerly represented by the Waukesha County Professional Correctional Officer and Telecommunication Association. This includes a 1.6% across-the-board (ATB) increase effective January 1, 2011 and a 2.0% ATB increase effective December 31, 2011. Effective July 30, 2011, these employees began contributing one-half of the required pension contribution, or 5.9%. The net fiscal impact of this ordinance is a 3.21% savings.

MOTION: Wimmer moved, second by Yerke to approve Ordinance 166-O-099. Motion carried 6-0.

Review and Approve Revisions to the Following Personnel Policies & Procedures: Salary Administration; Sick Leave

Richter explained the changes to the sick leave policies and procedures as outlined in his handout which pertained to the sick leave accrual process, sick leave for ill family members, the sick leave enhancement credit, and retirement payout and retirement contributions for regular part-time employees.

Referring to Merrill’s comments at the start of the meeting regarding the sick leave enhancement credit, Richter indicated they are not recommending the benefit be extended to other employees because of the cost involved and the former AFSCME unit is so large with about 425 employees.

Richter said at this point it is status quo but as we move forward we will identify differences between the groups of employees, identify fiscal impacts, and then make decisions as part of an overall analysis.

MOTION: Decker moved, second by Draeger to approve revisions to the sick leave policies and procedures as presented. Motion carried 6-0.

Richter explained the changes to the salary administration policies and procedures as outlined in his handout which pertained to annual review of the compensation plan, orientation/probationary period, salary and merit increase schedules, pay for performance, merit increases and temporary promotions during long term absences, exempt salaried employees, overtime for non-exempt employees, non-exempt overtime exceptions, non-exempt compensatory time, classifications in Human Services that serve a 12-month probationary period, classifications that are exempt from and eligible for overtime, and comp time for correctional officers. Richter noted there were many changes to this policy, primarily due to the elimination of the labor contracts.

Richter said non-represented employees are not eligible for overtime pay and the list of non-represented employees has grown to include the AFSCME employees, parks employees, social workers, correctional officers, etc. Staff will complete a full analysis to determine if they should be treated like the other salaried employees or should we continue to pay overtime. After the analysis is complete, staff will come back with a recommendation.

MOTION: Draeger moved, second by Decker to adjourn at 2:15 p.m. Motion carried 6-0.

Respectfully submitted,

Gilbert W. Yerke
Secretary